Appendix D: High-Level Functional Requirements Matrix

Please note that throughout this document the word "system" is used to describe the data architecture and/or business capabilities that will support the RID component of the Trading Partner Management (TPM) Solution.

Number	Requirement	Notes
1.0	**General Requirements**	
1.1	A RID shall be an eight-digit number.	
1.2	A RID shall have no inferable meaning, other than identifying a single entity.	
1.3	RID numbers are permanent and shall be protected from physical deletion once assigned.	RIDs may be logically deleted by expiring all Trading Partner roles related to the RIDs.
1.4	A newly generated RID shall not conflict with any existing or future OPEIDs.	
1.5	The system shall have the ability to support the following types of Trading Partners, Schools, School Servicers, Lenders, Lender Servicers, Guaranty Agencies (GAs), State Agencies, Private Collection Agencies (PCAs), Federal Agencies, Auditors, and Owners.	
1.6	The system shall have the ability to support any other type of Trading Partner if necessary in future phases.	The system should be able to handle generating a RID for a Software Developer or any other type of Trading Partner not yet accounted for if necessary.
1.7	The system shall have the ability to allow for the import of external files.	This is necessary to obtain external IDs such as the DUNS, TIN, and IPEDS numbers.
1.8	The system shall have the ability to support the trends that are changing the Trading Partner landscape such as virtual campuses, on-line and distance learning, foreign school locations, school lenders, etc.	The business rules for how to treat these entities must be laid out by FSA but the system must be flexible enough to support the outcome no matter what it is.
1.9	The system shall have the ability to adhere to the business rules of the Trading Partner Management (TPM) Solution.	These business rules will need to be documented as the TPM Solution is designed.
1.10	The system must be integrated with the FSA technical architecture, conform to FSA security standards, and support FSA Security Architecture components such as Access Management.	

Number	Requirement	Notes
2.0	**Initial Load & Start Up**	
2.1	**ID Synchronization**	
2.1.1	The RID team shall have the ability capture extracts from legacy systems (i.e., PEPS, COD, FMS, NSLDS, CPS, GAPS, CSB, eZ-Audit, eCB, PM, SAIG, Data Marts) containing the legacy identifiers within the systems.	
2.1.2	The system shall compare legacy system extract files to PEPS to identify OPEID matches.	This process needs to include a comparison of each legacy system extract file against the PEPS extract file.
2.1.3	The system shall have the ability to write out OPEIDs for which no match is found from legacy system extract file to PEPS extract file to an error report.	
2.1.4	The system shall have the ability to write out successful legacy system extract file to PEPS extract file matches upon completion of the match process to an error report.	
2.1.5	The system shall have the ability to compare Common School IDs within the COD extract file to identify and consolidate duplicates.	
2.1.6	The system shall have the ability to write out duplicate Common School IDs to an error report.	
2.1.7	The system shall have the ability to compare LIDs within the FMS extract file to identify and consolidate duplicates and modify LIDs to meet RID length requirements*.	*This comparison will only occur if it is decided that it is necessary to convert the existing six-digit LIDs to eight-digit RIDs by adding leading or trailing zeros.
2.1.8	The system shall have the ability to write out duplicate LIDs to an error report.	
2.2	**Initial Data Load**	
2.2.1	The system shall have the ability to accept the Common School IDs assigned by COD as the RID.	The Common School IDs from COD will only be added after a data clean up effort has occurred.
2.2.2	The system shall have the ability to store the Common School ID as the RID key.	
2.2.3	The system shall have the ability to allow Schools that have had their Common School ID accepted as the RID to bypass the RID generation logic.	

2.2.4	The system shall have the ability to enable key attributes such as the associated role code(s), legacy identifier code(s), and relationship codes(s) to be added to the database for the newly assigned RIDs for the Schools from COD.	Relationships to be added include the existing tier one/tier two relationships between main and additional locations and grouping relationships such as PEPS School groups.
2.2.5	The system shall have the ability to enable non-key attributes such as Trading Partner name to be added to the database for the newly assigned RIDs for the Schools from COD.	
2.2.6	The system shall have the ability to accept the modified LIDs (i.e., with leading and/or trailing zeros) assigned by FMS as the RID*.	*This process will only occur if it is decided that it is necessary to convert the existing six-digit LIDs to eight-digit RIDs by adding leading or trailing zeros. The modified LIDs (i.e., with leading and/or trailing zeros) will only be added after a data clean up effort has occurred.
2.2.7	The system shall have the ability to store the modified LID (i.e., with leading and/or trailing zeros) as the RID key*.	*This process will only occur if it is decided that it is necessary to convert the existing six-digit LIDs to eight-digit RIDs by adding leading or trailing zeros.
2.2.8	The system shall have the ability to allow Lenders that have had their modified LIDs (i.e., with leading and/or trailing zeros) accepted as the RID to bypass the RID generation logic*.	*This process will only occur if it is decided that it is necessary to convert the existing six-digit LIDs to eight-digit RIDs by adding leading or trailing zeros.

2.2.9	The system shall have the ability to enable key attributes such as the associated role code(s), legacy identifier code(s), and relationship code(s) to be added to the database for the newly assigned RIDs for the Lenders from FMS*.	*This process will only occur if it is decided that it is necessary to convert the existing six-digit LIDs to eight-digit RIDs by adding leading or trailing zeros. Relationships to be added include the existing customer/supplier relationships between Lenders and Lender Servicers and grouping relationships such as Lender Parent groups.
2.2.10	The system shall have the ability to enable non-key attributes such as Trading Partner name to be added to the database for the newly assigned RIDs for the Lenders from FMS*.	*This process will only occur if it is decided that it is necessary to convert the existing six-digit LIDs to eight-digit RIDs by adding leading or trailing zeros.
2.2.11	The system shall have the ability to detect an OPEID that is not currently assigned a RID.	
2.2.12	The system shall have the ability to generate a new RID for all existing Trading Partners that do not currently have a RID.	This will include OPEIDs that exist in eCB but not PEPS.
2.2.13	The system shall have the ability to enable key attributes such as the associated role codes(s), legacy identifier codes(s), and relationship code(s) to be added to the database for the newly assigned RIDs for the existing Trading Partners that did not have a RID.	
2.2.14	The system shall have the ability to enable non-key attributes such as Trading Partner name to be added to the database for the newly assigned RIDs for the Trading Partners that did not have a RID.	
2.2.15	The system shall have the ability to allow a RID to be manually generated for a Trading Partner by an FSA approved staff member.	Security around determining who will be approved needs to be determined as the TPM is developed.
2.2.16	The system shall have the ability to allow key attributes such as the associated role code(s), legacy identifier code(s), and relationship code(s) to be manually added to the database for the newly assigned RIDs manually added to the database by an FSA approved staff member.	

2.2.17	The system shall have the ability to enable non-key attributes such as Trading Partner name to be manually added to the database for the newly assigned RIDs manually added to the database by an FSA approved staff member.	
2.2.18	The system shall have the ability to store an effective date to preserve an audit trail and maintain a history of relationships between an entity's RID and its legacy identifiers starting at the date of implementation.	The RID design is not dependent on re-establishing history. A Trading Partner's history will not typically be re constructed but this can be done on a case by case basis if deemed necessary. During the initial RID build, the default will be that the current Trading Partner ID values and relationships have always been effective unless a more specific history is established.
2.2.19	The system shall have the ability to write out successfully added RIDs, related role(s), legacy identifier(s), and relationship(s) for all Trading Partners added to the database during the initial load to an audit report.	
2.2.20	The system shall have the ability to write out RIDs, related role(s), legacy identifier(s), and relationship(s) for Trading Partners that could not be successfully added to the database during initial load to an error report and include the reason for the error(s).	

Number	Requirement	Notes
3.0	**Add New/Modify Existing Trading Partner**	
3.1	**Validation/Determination of Request**	
3.1.1	The system shall have the ability to accept a request for a new RID entity to be created or an existing RID entity to be updated.	This request will be triggered systematically during Enrollment, or Recertification or manually by an FSA approved staff member.
3.1.2	The system shall have the ability to determine whether the request is a Change of Affiliation.	
3.1.3	They system shall have the ability to determine the type of Trading Partner the request is coming from and verify that the appropriate information for that type of Trading Partner is included within the request if the request is not a Change of Affiliation request.	
3.1.4	The system shall have the ability to reject any request that does not contain the appropriate information and send the request back for additional information.	
3.1.5	The system shall have the ability to write out any request for which the appropriate additional information is not received to an error report.	
3.1.6	The system shall have the ability to automatically determine if a Trading Partner already exists within the RID database by searching specific information such as the Trading Partner name or existing legacy identifiers.	
3.1.7	The system shall have the ability to determine if manual validation is required to determine if a Trading Partner already exists within the RID database if the automatic validation is not conclusive.	
3.1.8	The system shall have the ability to write out Trading Partners that need manual validation to determine if they already exist within the RID database to an error report.	
3.2	**Change of Affiliation**	
3.2.1	The system shall have the ability to process Location to Freestanding, Merge/Consolidation, Merge/Absorption, and Redesignation Change of Affiliation requests.	
3.2.2	The system shall have the ability to determine if the Trading Partner requesting the Change of Affiliation is a main campus.	
3.2.3	The system shall have the ability to process Changes of Affiliation for a main campus after it has processed any Changes of Affiliation pertaining to additional locations.	Changes must not be made to the main campus until all changes have been made to additional campuses.
3.2.4	The system shall have the ability to enable the modifications necessary to relationships as a result of a Change of Affiliation.	

3.2.5	The system shall have the ability to write successfully handled Change of Affiliation requests to an audit report.	
3.2.6	The system shall have the ability to write Change of Affiliation requests that are not handled successfully to an error report.	
3.3	**Modify Existing Trading Partner**	
3.3.1	The system shall have the ability to process modifications to any Trading Partner who is found to already exist within the RID database.	These modifications may be based on information provided by legacy systems or FSA approved staff.
3.3.2	The system shall have the ability to allow the name of a particular Trading Partner to be changed.	As the particular non-key attribute fields are identified the determination needs to be made as to whether each field is updateable or not.
3.3.3	The system shall have the ability to allow additional roles to be added to an existing Trading Partner.	Each Trading Partner may only have one role of the same type (i.e., one School role, one Lender role, etc.)
3.3.4	The system shall have the ability to allow additional legacy identifiers that correspond to additional roles to be added to an existing Trading Partner entity.	
3.3.5	The system shall have the ability to allow existing roles to be logically deleted from a Trading Partner entity through the use of effective dating (i.e., an end date).	
3.3.6	The system shall have the ability to allow existing legacy identifiers that correspond to existing roles that are logically deleted to be logically deleted through the use of effective dating (i.e., an end date).	
3.3.7	The system shall have the ability to allow existing relationships that correspond to existing roles that are logically deleted to be logically deleted through the use of effective dating (i.e., an end date).	
3.3.8	The system shall have the ability to permit the indefinite maintenance of legacy identifiers so as to enable updates/corrections to be made when necessary.	
3.3.9	The system shall maintain the integrity of a relationship between RID and an entity regardless of changes in roles or legacy identifiers.	
3.3.10	The system must have the ability to track the responsibility for how modifications to existing Trading Partners were entered into the system (i.e., systematic request through Enrollment or Recertification or manual request from an FSA approved staff member).	
3.3.11	The system shall have the ability to store an audit trail of modifications to existing Trading Partners.	

3.3.12	The system shall have the ability to write any modifications to existing Trading Partners to an audit report.	
3.4	**Generate/Assign a RID**	
3.4.1	The system shall have the ability to generate a unique RID for any Trading Partner entity requesting a RID that does not already exist within the RID database.	
3.4.2	The system shall have the ability to determine if the request is for a main campus for any request coming from a Trading Partner that is a School.	
3.4.3	The system shall have the ability to determine if there is a corresponding main campus if the request is not for a main campus for any request coming from a Trading Partner that is a School.	
3.4.4	The system shall have the ability to write any requests to generate a RID for a campus that is not the main campus where there is no corresponding main campus within the database to an error report.	
3.4.5	The system shall have the ability to generate a unique RID for each grouping (logical, non-hierarchical) relationship defined.	
3.4.6	The system shall have the ability to check any newly generated RID before it is assigned against existing RIDs within the database to ensure the newly assigned RID is unique.	
3.4.7	The system shall have the ability to correct a misassigned or duplicate RID.	
3.4.8	The system shall have the ability to post/store assigned RIDs as key attributes in the database.	
3.4.9	The system shall have the ability to load non-key attributes (e.g., Trading Partner name) for each Trading Partner under their newly assigned RID.	
3.4.10	The system shall have the ability to post/store non-key attributes (e.g., Trading Partner name) for each Trading Partner under their newly assigned RID.	
3.4.11	The system shall have the ability to track the date a Trading Partner will become active (i.e., effective date) through the use of effective dating.	
3.4.12	The system shall have the ability to track the responsibility for how each Trading Partner was entered into the system (i.e., systematic request through Enrollment or Recertification or manual request from an FSA approved staff member).	
3.5	**Assign Trading Partner Role(s)**	
3.5.1	The system shall have the ability to determine if a particular Trading Partner has any related Trading Partner roles (i.e., School, School Servicer, Lender, Lender Servicer, Guaranty Agency, etc.).	
3.5.2	The system shall have the ability to post/store role codes as key attributes in the database.	
3.5.3	The system shall have the ability to load non-key attributes (e.g., Trading Partner role name) for each Trading Partner under their newly assigned role code.	

3.5.4	The system shall have the ability to post/store non-key attributes (e.g., Trading Partner role name) for each Trading Partner under their newly assigned role code.	
3.5.5	The system shall have the ability to track the date a Trading Partner role will become active (i.e., effective date) through the use of effective dating.	
3.5.6	The system shall have the ability to track the responsibility for how each Trading Partner role code was entered into the system (i.e., systematic request through Enrollment or Recertification or manual request from an FSA approved staff member).	
3.5.7	The system shall have the ability to indicate whether a particular Trading Partner role has a relationship with any other Trading Partner role.	This should be done to in order to make querying on the DB faster. If there is an indicator of some sort saying that the role has no relationships with other roles then there is no need to search for information on relationships thereby saving time.
3.5.8	The system shall have the ability to write any requests to add duplicate roles to the same Trading Partner entity to an error report.	Each Trading Partner may only have one role of the same type (i.e., one School role, one School Servicer role, one Lender role, one Lender servicer role, etc.)
3.6	**Assign Trading Partner Legacy Identifier(s)**	
3.6.1	The system shall have the ability to trigger the legacy identifier creation process to generate corresponding legacy identifiers for each Trading Partner role that is added to the database for a particular Trading Partner.	
3.6.2	The system shall have the ability to store relationships between legacy identifiers and RID bearing entities.	
3.6.3	The system shall have the ability to post/store legacy identifier type codes as key attributes in the database.	
3.6.4	The system shall have the ability to load non-key attributes (e.g., legacy identifier) for each Trading Partner under their newly assigned legacy identifier type code.	
3.6.5	The system shall have the ability to post/store non-key attributes (e.g., legacy identifier) for each Trading Partner under their newly assigned legacy identifier type code.	
3.6.6	The system shall have the ability to track the date a Trading Partner legacy identifier type code will become active (i.e., effective date) through the use of effective dating.	
3.6.7	The system shall have the ability to track the responsibility for how each Trading Partner role code was entered into the system (i.e., systematic request through Enrollment or Recertification or manual request from an FSA approved staff member).	

3.6.8	The system shall have the ability to write newly added Trading Partners to an audit report along with their corresponding RIDs, roles, and legacy identifiers.	
3.6.9	The system shall have the ability to write Trading Partners that could not be added to the RID database to an error report including the reason for the error.	

Number	Requirement	Notes
4.0	**Assign & Maintain Relationships**	
4.1	**General**	
4.1.1	The system shall have the ability to establish relationships between the role(s) of particular Trading Partners rather than between the Trading Partners themselves.	
4.1.2	The system shall have the ability to allow a single role of a Trading Partner to be involved in multiple relationships with roles of other Trading Partners as long as the relationship types are distinct.	
4.1.3	The system shall have the ability to end a relationship if one or both of the participating roles are terminated (i.e., contain an end date that has passed).	
4.1.4	The system shall have the ability to create hierarchical relationships of multiple layers.	
4.1.5	The system shall have the ability to track that an absorption has occurred as a result of an Absorption Change of Affiliation.	
4.1.6	The system shall have the ability to track that a particular Trading Partner role has split from a Trading Partner as a result of a Role to Freestanding Change of Affiliation.	
4.2	**Assign & Maintain Grouping Relationships**	
4.2.1	The system shall have the ability to enable grouping (logical, non-hierarchical) relationships to be established based on particular user defined criteria supplied by an FSA approved staff member.	
4.2.2	The system shall have the ability to post/store both RIDs involved in the grouping (logical, non-hierarchical) relationship, the related role codes, and the relationship type code as key attributes in the database.	
4.2.3	The system shall have the ability to post/store grouping (logical, non-hierarchical) relationships of RID bearing entities.	
4.2.4	The system shall have the ability to load non-key attributes for each grouping (logical, non-hierarchical) relationship under their newly assigned relationship code.	
4.2.5	The system shall have the ability to post/store non-key attributes for each grouping (logical, non-hierarchical) relationship under their newly assigned relationship code.	
4.2.6	The system shall have the ability to track the date a grouping (logical, non-hierarchical) relationship will become active (i.e., effective date) through the use of effective dating.	
4.2.7	The system shall have the ability to track the responsibility for how each grouping (logical, non-hierarchical) relationship was entered into the system (i.e., manual request from an FSA approved staff member).	

4.2.8	The system shall have the ability to un-assign or alter grouping (logical, non-hierarchical) relationships.	Grouping (logical, non-hierarchical) relationships will stay completely dynamic so that RID bearing entities associated by that relationship can be disassociated, replaced, or added in any way at any time.
4.2.9	The system shall have the ability to effective date grouping (logical, non-hierarchical) relationships so as to deactivate a specific entity when required by FSA approved staff.	
4.2.10	The system shall have the ability to maintain a history of grouping (logical, non-hierarchical) relationships changes and be capable of identifying grouping (logical, non-hierarchical) relationships at various points in time.	
4.2.11	The system shall only be limited in its creation of RID bearing entities for the purposes of creating grouping (logical, non-hierarchical) relationships by the maximum allowed by an eight-digit number.	
4.2.12	The system shall have the ability to assign a particular Trading Partner role to an infinite number of grouping (logical, non-hierarchical) relationships.	
4.2.13	The system shall have the ability to write successfully created grouping (logical, non-hierarchical) relationships to an audit report.	
4.2.14	The system shall have the ability to write any errors when creating grouping (logical, non-hierarchical) relationships to an error report.	
4.3	**Assign & Maintain tier one/tier two, customer/supplier or ownership relationships**	
4.3.1	The system shall have the ability to enable tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationships to be systematically established based on information received during the enrollment or recertification processes.	Tier one/tier two relationships are also known as parent/child relationships.
4.3.2	The system shall have the ability to enable tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationships to be manually established based on information supplied by an FSA approved staff member.	
4.3.3	The system shall have the ability to post/store both RIDs involved in the tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationship, the related role codes, and the relationship type code as key attributes in the database.	
4.3.4	The system shall have the ability to post/store tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationships of RID bearing entities.	

4.3.5	The system shall have the ability to load non-key attributes for each tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationship under their newly assigned relationship code.	
4.3.6	The system shall have the ability to post/store non-key attributes for each tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationship under their newly assigned relationship code.	
4.3.7	The system shall have the ability to track the date a tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationship will become active (i.e., effective date) through the use of effective dating.	
4.3.8	The system shall have the ability to track the responsibility for how each tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationship was entered into the system (i.e., systematic request through Enrollment or Recertification or manual request from an FSA approved staff member).	
4.3.9	The system shall have the ability to un-assign or alter tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationships.	
4.3.10	The system shall have the ability to effective date tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationships so as to deactivate a specific entity when required by FSA approved staff.	
4.3.11	The system shall have the ability to create a new tier one entity at the top of an existing tier one/tier two hierarchy.	
4.3.12	The system shall have the ability to maintain a history of tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationships changes and be capable of identifying tier 1/tier 2 (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationships at various points in time.	
4.3.13	The system shall have the ability to write successfully created tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationships to an audit log.	
4.3.14	The system shall have the ability to write any errors when creating tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationships to an error report.	

Number	Requirement	Notes
5.0	**Communicate RID Data**	
5.1	The system shall have the ability to maintain a cross reference table of RIDs to legacy identifiers that enables the translation of a legacy identifier into a RID and vice versa.	This table will have to be maintained until internal FSA systems and external partners are communicating utilizing only the RID.
5.2	The system shall have the ability to communicate the assigned RIDs, their role(s), and the relationships related to each role(s) to internal parties (i.e., Trading Partner Enrollment process, legacy systems, FSA approved staff members, etc.) requiring such information.	Such information will be stored within the common database of all Trading Partner related data (i.e., the Common Data Architecture).
5.3	The system shall have the ability to communicate the assigned RIDs, their role(s), and the relationships related to each role(s) to external parties requiring such information.	Such information will be stored within the common database of all Trading Partner related data (i.e., the Common Data Architecture).
5.4	The system shall allow for the integration with existing legacy systems to push and pull information to and from them when necessary.	
5.5	The system shall have the ability to support ongoing data synchronization and integrity validations.	This synchronization will be necessary until those legacy identifiers that are marked for retirement are retired and the TPM is steward of all Trading Partner legacy identifier information. Such information will be stored within the common database of all Trading Partner related data (i.e., the Common Data Architecture).

Number	Requirement	Notes
6.0	**User Interface**	
6.1	The system shall have the ability to allow FSA approved staff members to request to add new/update existing Trading Partners via a user interface.	
6.2	The system shall have the ability to allow FSA approved staff members to request to assign/maintain relationships between the roles of existing Trading Partner entities.	Approved FSA staff members will play a major role in the creation and maintenance of grouping relationships.
6.3	The system shall have the ability to store information on who updated a particular Trading Partner record (i.e., user id, information source, etc.).	This will be necessary should questions arise with the updates that were made.
6.4	The system shall have the ability to allow FSA approved staff members to run ad hoc queries based on Trading Partner attributes or other user defined criteria.	
6.5	The system shall have the ability to write out the results of ad hoc queries related to Trading Partner attributes or other user defined criteria an audit report.	
6.6	The system shall have the ability to provide a graphical representation of the relevant role and related relationships information for a particular RID entity.	
6.7	The system shall have the ability to allow ad hoc queries of grouping (logical, non-hierarchical) relationships by FSA approved staff.	
6.8	The system shall have the ability to write out the results of ad hoc queries related to grouping (logical, non-hierarchical) relationships to an audit report.	
6.9	The system shall have the ability to allow ad hoc queries of tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationships by FSA approved FSA.	
6.10	The system shall have the ability to write out the results of ad hoc queries related to tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationships to an audit report.	
6.11	The system shall have the ability to provide current views of relationships.	

Number	Requirement	Notes
7.0	**Generate Reports**	
7.1	**ID Synchronization**	
7.1.1	The system shall have the ability to generate an error report containing OPEIDs for which no match is found from legacy system extract file to PEPS extract file that will be manually reviewed and worked as necessary.	This report must also contain the reason for the error(s).
7.1.2	The system shall have the ability to generate an audit report containing successful legacy system extract file to PEPS extract file matches upon completion of the match process that will be used for tracking purposes.	
7.1.3	The system shall have the ability to generate an error report containing duplicate Common School IDs that will be manually reviewed and worked as necessary.	This report must also contain the reason for the error(s).
7.1.4	The system shall have the ability to generate an error report containing duplicate LIDs that will be manually reviewed and worked as necessary.	This report must also contain the reason for the error(s).
7.2	**Initial Data Load**	
7.2.1	The system shall have the ability to generate an audit report containing successfully added RIDs, related role(s), legacy identifier(s), and relationship(s) for all Trading Partners added to the database during the initial load that will be used for tracking purposes.	
7.2.2	The system shall have the ability to generate an error report containing RIDs, related role(s), legacy identifier(s), and relationship(s) for those Trading Partners that could not be successfully added to the database during initial load that will be manually reviewed and worked as necessary.	This report must also contain the reason for the error(s).
7.3	**Add New/Modify Existing Trading Partner**	
7.3.1	The system shall have the ability to generate an audit report containing successfully handled change of affiliation requests that will be used for tracking purposes.	
7.3.2	The system shall have the ability to generate an error report containing those Change of Affiliation requests that were not handled successfully that will be manually reviewed and worked as necessary.	This report must also contain the reason for the error(s).
7.3.3	The system shall have the ability to generate an error report containing any request for which the appropriate additional information is not received that will be manually reviewed and worked as necessary.	This report must also contain the reason for the error(s).
7.3.4	The system shall have the ability to generate an error report containing Trading Partners that need manual validation to determine if they already exist within the RID database that will be manually reviewed and worked as necessary.	This report must also contain the reason for the error(s).

7.3.5	The system shall have the ability to generate an audit report containing any modifications to existing Trading Partners during a specific period that will be used for tracking purposes.	
7.3.6	The system shall have the ability to generate an error report containing any requests to generate a RID for a campus that is not the main campus where there is no corresponding main campus within the database that will be manually reviewed or worked as necessary.	This report must also contain the reason for the error(s).
7.3.8	The system shall have the ability to generate an error report containing any requests to add duplicate roles to the same Trading Partner that will be manually reviewed and worked as necessary.	This report must also contain the reason for the error(s).
7.3.9	The system shall have the ability to generate an audit report containing newly added Trading Partners their corresponding RIDs, roles, and legacy identifiers that will be used for tracking purposes.	
7.3.10	The system shall have the ability to generate an error report containing Trading Partners that could not be added to the RID database that will be reviewed and manually worked as necessary.	This report must also contain the reason for the error(s).
7.4	**Assign & Maintain Grouping Relationships**	
7.4.1	The system shall have the ability to generate an audit report containing successfully created grouping (logical, non-hierarchical) relationships that will be used for tracking purposes.	
7.4.2	The system shall have the ability to generate an error report containing grouping (logical, non-hierarchical) relationships that were not successfully created that will be reviewed and manually worked as necessary.	This report must also contain the reason for the error(s).
7.4.3	The system shall have the ability to generate an audit report every specified number of days/months containing information on the date each grouping (logical, non-hierarchical) relationship was last updated/last maintained.	
7.4.4	The system shall have the ability to generate an audit report containing successfully created tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationships that will be used for tracking purposes.	
7.4.5	The system shall have the ability to generating an error report containing tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationships that were not successfully created that will be reviewed and manually worked as necessary.	This report must also contain the reason for the error(s).
7.5	**User Interface**	
7.5.1	The system shall have the ability to generate an audit report containing the results of ad hoc queries related to Trading Partner attributes or other user defined criteria that will be used for tracking purposes.	

7.5.2	The system shall have the ability to generate an audit report containing the results of ad hoc queries related to grouping (logical, non-hierarchical) relationships that will be used for tracking purposes.	
7.5.3	The system shall have the ability to generate an audit report containing the results of ad hoc queries related to tier one/tier two (physical, hierarchical), customer/supplier (physical, hierarchical or non-hierarchical), or ownership (physical, hierarchical) relationships that will be used for tracking purposes.	